



STATE OF CALIFORNIA

DEPARTMENT OF DEVELOPMENTAL SERVICES

JOB OPPORTUNITY BULLETIN: FOOD SERVICE TECHNICIAN I

SALARY RANGE	Range A: \$1,032.50 - \$1,291.00
TENURE/TIME BASE	Permanent / Half Time
PROGRAM/DEPARTMENT	Nutrition / Various
FINAL FILING DATE	Until Filled

DESCRIPTION OF DUTIES:

Sonoma Developmental Center currently has several vacancies for a Food Service Technician I. Under the direction of the Food Service Supervisor I, the Food Service Technician I (FST I) prepares and accurately serves beverages, meals, nourishments, adaptive equipment and supplies per dietary prescriptions, sack lunch labels, and the Registered Dietitian/Food Service Supervisor's instruction. The FST I is responsible for reading and following menus/diet orders, operating, cleaning, and maintaining food service equipment including blenders, toasters, manual/electric can openers, rethermalization ovens, coffee pots, garbage disposals, dish machines and carts; setting up for dining with the proper utensils, napkins, tableware, and condiments. The FST I should have knowledge of various styles of service known as "Complete Dining", Family Style, and Cafeteria Style. The FST I uses good body mechanics when lifting, loading, carrying, and transporting food and supplies. The Food Service Technician I is responsible for checking and recording temperatures of food, refrigerators, freezers, dishwashers, and carts; maintaining uniform food handling practices, HACCP principles, and standards of safety and sanitation; completing Time-Temperature Control Records, following departmental guidelines for proper storage of food and supplies, labeling, dating, and rotating food; ensuring sanitary conditions by practicing good personal hygiene and wearing approved hair covering and apron. The FST I is responsible for cleaning using various chemicals according to the manufacturer's directions and the MSDS, and reports all unsafe conditions to the Supervisor. The FST I orders, receives, delivers, stores, and inventories food and supplies, processes diet prescription orders, completes and keeps current required documentation such as a communication log book, work orders, school lunch charts, requisitions, cleaning/staple supplies and communicates observations of clients' eating habits to the Dietitian, logging changes in daily procedures to fellow employees.

WHO MAY APPLY:

Applicants must possess Civil Service Eligibility and meet the minimum qualifications to apply which may consist of one of the following: List eligibility, lateral transfer eligibility or reinstatement to state service. Applicants must indicate their eligible status on the title section of the STD-678. For more information, please visit the California Department of Human Resources website at www.calhr.ca.gov The Employment Application, STD-678, may also be obtained by visiting the Human Resources Office at Sonoma Developmental Center, other state agency human resources offices, or may be downloaded from the California Department of Human Resources website. Please mail or hand-deliver your application, to the address indicated below. Applications will be reviewed and only the most qualified applicants will receive a selection interview. Appointments may be subject to Departmental Restriction of Appointment (DROA), State Restriction of Appointment (SROA), Surplus and Re-employment List procedures, pre-employment physical, drug screening and fingerprint clearances.

Applications must be received no later than close of business of the final filing date (5:00 p.m.) unless specified. Applications postmarked, personally delivered or received via interoffice mail after the final filing date will not be accepted. Faxed applications, applications submitted electronically, without a signature/current date, incomplete applications and resumes not accompanied by official STD-678 will not be accepted.

PLEASE SEND YOUR COMPLETED (STD-678) TO THE FOLLOWING ADDRESS:

Sonoma Developmental Center
Human Resources Examination Unit – Room 124
15000 Arnold Drive - P.O. Box 1493
Eldridge, CA 95431
(707) 938-6281 - Contact Rebecca Jasperse for questions specific to

(707) 938-6281 - Contact Rebecca Jasperse for questions specific to the essential functions of the position only. Civil Service Eligibility will be determined by Human Resources staff.

SONOMA DEVELOPMENTAL CENTER IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.